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WORKSHOP MEETING MINUTES 3/17/26

Meeting called to order at 1835 hours. Present were Chairman Strong, Commissioner Buchner, Commissioner Handel, DM Brewer, DS Lattman, Treasurer Donogan, and Treasurer Consultant Sick.

Treasurer Donogan and Treasurer Consultant Sick discussed their suggestions with the BOFC regarding policy and practice changes.

A motion was made by Comm Handel, 2nd by Comm Buchner to review and amend the district fixed asset policy with the amendment to include increasing the capitalization threshold from \$1,000 to \$5,000 effective January 1, 2025. Amended policy to be presented and approved by the board at a future meeting. All in favor.

At 1922 hours, Treasurer Donogan and Treasurer Consultant Sick left the meeting. Chief Martin and Asst. Chief Freund entered the meeting.

CHIEFS REPORT

30 presented the personnel report

30 presented the following quotes for equipment:

- Hi Tech Fire & Safety Inc- (6) pairs of suspenders @ \$57.39 each totaling \$344.34, (3) sets of under 34" waist knee pads @ 107.98 each totaling \$323.94, (3) sets of over 34" waist knee pads @ \$127.62 each totaling \$1276.20 for a grand total of \$1944.48. Motion to approve made by Comm Handel, 2nd by Comm Buchner, all in favor.
- Two quotes for an Honorary Chief helmet: Firematic- \$447.20, MES Service Company- \$575.34. Motion to approve quote from Firematic by Comm Handel, 2nd by Comm Buchner. All in favor.
- Firematic- Honorary Chief shield- \$275.00. Motion to approve made by Comm Handel, 2nd by Comm Buchner. All in favor.
- Amazon- 60 pack hangers for EMS gear- \$28.48. Motion to approve made by Comm Handel, 2nd by Comm Buchner. All in favor.

30 presented a quote from MES for (2) Storz Adapter for E-7 @ \$304.62 each totaling \$609.24. BOFC asked the chiefs to get more information for next week.

The chiefs thanked Rob B. for his assistance with the Man Vs. Machine drill preparation.

The chiefs thanked the board for the extra district ambulance crew for the St. Patrick's Day Parade.

At 1941 hours Comm Staufer entered the meeting.

30 would like to attend the NYSAFC conference in Syracuse, NY June 10-13 and Symposium in the Sun November 12-15 in Clearwater, FL.

32 stated the department would like to participate in volunteer recruitment weekend and asked for permission to host an open house on 4/19 from 9a-12p at Co. 2. Motion to approve made by Comm Staufer, 2nd by Comm Handel, all in favor.

32 discussed information regarding drone purchase packages. Will discuss again at next week's meeting.

COMMISSIONERS TO CHIEFS

Comm Staufer- Gave an update on E-17. There will be a pre-construction meeting in late May/early June. The build should start in November. The truck is set to arrive in January 2027.

Comm Buchner- Received information for a NERIS training class and would like the chiefs to give multiple days/times available to hold a training session. It was suggested that multiple chiefs, officers, etc. take this training class. 30 will have dates at next week's meeting.

Discussed the recent fuel consumption and car idling with the chiefs.

Comm Strong- Stressed to the chiefs to make sure the new membership applications are handled promptly and accurately, especially due to the recent change in the background checks.

DM Brewer- Contacted IWT for the recent radio issue in 30's car. No response yet.

31 car is not transmitting GPS on Intellishift. Will need to make a service appointment. 31 is aware.

All fire equipment requested at last month's meeting has been purchased and delivered to district lobby. Chiefs to pick up.

Confirmed that the background checks are no longer being done through SCPD, but now through the SC Sheriff's Department; and that they are only being submitted for arson and sex offending charges. They will communicate all paperwork through post mail only. A new form is required, NYS DCJS form, that will need to be added to the new membership packet.

Working with 31 and Kessel to move the car from Co. 1 to Co. 2 for training, and then back to Co. 1.

All former member Rocco Gandiosi's equipment has been received.

Received a subpoena from SC District Attorney office for a request to send records from a call that involved both paid and volunteer EMS on 2/13/26.

30 requested an executive session to discuss personnel. Motion to enter executive session at 2019 hours made by Comm Strong, 2nd by Comm Staufer, all in favor.

At 2035 hours, motion made by Comm Strong to exit executive session, 2nd by Comm Staufer, all in favor. Regular meeting resumed.

COMMISSIONER'S REPORT

Comm Staufer- Meeting with vendors for the radio PA system at Co. 3.

Working with Rob B. to get prices to replace several doors at Co. 3.

Working with Jason Pontieri for the paving project at Co. 3. Adam DeLumen sent the survey to J. Pontieri.

Heather forwarded information from VFIS regarding mandatory video recording devices in ambulances to monitor driving.

Received the following quotes for equipment and medical supplies from Heather:

- Hammer Medical- medical supplies- \$3, 853.08. Motion to approve made by Comm Staufer, 2nd by Comm Buchner, all in favor.
- Zoro- O2 Cylinder Trolley for EMS garage- \$1,186.99. Motion to approve made by comm Staufer, 2nd by Comm Buchner, all in favor.

BOFC discussed moving the EMS office into the old fire police room. They agreed that this will be done. Rob B. is asking for \$1,000.00 necessary to begin renovations of this room.

Motion to approve made by Comm Staufer, 2nd by Comm Buchner, all in favor.

Motion made by Comm Staufer to accept the resignation letters for EMS employees Patricia Zummo and Patrick Serrentino, 2nd by Comm Buchner, all in favor.

Comm Buchner- Presented quote from Motorola Solutions for (30) replacement batteries for portable radios totaling \$3,042.00. Motion to approve made by Comm Buchner, 2nd by Comm Staufer, all in favor.

Comm Handel- Presented a quote from Terranova Plumbing & Heating Inc totaling \$6,500.00 for an emergency purchase of a water heater for Co. 1. Motion to approve made by Comm Handel, 2nd by Comm Staufer, all in favor.

Motion made by Comm Handel to pass a resolution for electronic records stating the Rocky Point Fire District shall maintain all digitally created records in our native digital format for the legally proscribed retention period of the record. Copies of records in other formats, including paper, shall be deemed convenience copies and disposed of when no longer needed for reference or other administrative purposes. 2nd by Comm Buchner, all in favor.

Discussed the ongoing issue with Red Alert bulletin board screens at Co. 2. Adept Tech is continuing to troubleshoot.

Three computers in the district need to be replaced this year according to our timeline with Adept Tech- District Manager's computer, Resource Room at Co. 2, and the Co. 2 Lieutenant's computer. Will get prices for next meeting.

DISTRICT MANAGER'S REPORT

A motion was made by Comm Handel, 2nd by Comm Strong to approve DM Brewer to retrieve a bank check in the amount of \$114,886.50 from the apparatus reserve fund for the new chief's vehicle. All in favor.

Ken Strohm from Appraisal Affiliates has started his appraisal audit and will be back in the office tomorrow to finish.

Received a call from Sgt. Steve Obrien from the TOB Public Safety asking for 3 key fobs to be made assigned for the 3 cars that work the North Shore area. BOFC approved.

Obtained job specs for MM1 and Firehouse Attendant per the board's request.

Gensinger has completed their fire suppression system inspection.

Drafted letter to proceed with agreements for Crown Castle awaiting their response.

Will soon register the new chief's vehicle and fire police vehicle.

Gerard will install fuel rings for the new chief's vehicle and fire police vehicle.

Will contact Intellishift for GPS for the new chief's vehicle and fire police vehicle.

Generators were serviced on March 12th.

Our floor cleaning machine had a major malfunction. The manufacturer came to assess; they did not charge labor or travel but quoted \$100.00 to repair the broken part. BOFC ok'd. Installation dinner invitations will be sent out tomorrow.

B-19 headsets were ordered on 2/25.

No word on the patient simulator that was ordered. Comm Stauffer said it can take 12-15 weeks.

Gerard attempted to pursue the lemon law for the 80 car. It was determined not to be applicable for multiple reasons- 2 years passed from production date, only has 3 out of 4 needed issues documented, and it was determined that most of the issues are due to after market installations. The 80 car is still at Ford.

The work for the stove at Co. 2 has been completed as of 2/27.

The Viking hoods were ordered on 2/26.

Received notices from Heather regarding our narcotics program. We will now be receiving ketamine and morphine through Mather Hospital.

Language Line sent information stating that they offer a training for their program.

Bob Sagistano from Hometown is looking to attend a meeting for his annual review. BOFC to discuss dates.

DM and DS will be out of the office on 3/27. DM will be away from 3/26-3/29.

At 2110 hours, a motion was made by Comm Strong to enter executive session to discuss district personnel, 2nd by Comm Handel, all in favor.

At 2118 hours, Chief Freund left the meeting.

At 2119 hours, motion made by Comm Strong to exit executive session, 2nd by Comm Handel, all in favor. Regular meeting resumed.

Comm Handel suggested the board research construction attorneys to possibly pursue litigation for the Co. 2 HVAC repairs.

Comm Strong discussed the need to hire a Firehouse Attendant or Maintenance Mechanic worker. A motion was made by Comm Strong, 2nd by Comm Handel, to begin the hiring process for a full-time position Firehouse Attendant or MM1 with benefits. All in favor.

A motion was made by Comm Stauffer, 2nd by Comm Buchner to obtain quotes for the purchase of a 5-ton brush truck and all related equipment for an amount not to exceed \$400,000 with monies to be allocated from the Apparatus Reserve by permissive referendum.

Motion to adjourn the meeting made by Comm Strong at 2140 hours, 2nd by Comm Buchner, all in favor.